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Memorandum

TO : Director of Training
THRU : Chief, Operations School, OTR

DATE: 13 June 1962

FROM : Chief, Training Assistance Staff, Operations School

SUBJECT: Weekly Activity Report #23
7 - 13 June 1962

A. SIGNIFICANT ITEMS:

None to report.

B. OTHER ITEMS:

1. JOT JOTTINGS:

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On 8 June Mr. [REDACTED], a product of the most recent JOT class and now assigned to the [REDACTED] desk, came to see us with a request for reading material on guerrilla warfare. He explained that [REDACTED] is having a few insurgency skirmishes in its northeast sector and he thought he would bone up on counter-insurgency in case he ever had the opportunity or the obligation to use such knowledge in the future. We admired his self-training initiative and introduced him to [REDACTED] who gave him a copy of the Guide and referred him to several books and bibliographies available in the library.

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25X1A8b

That same day [REDACTED] of WE [REDACTED] visited us and asked if we could supply her with some general background reading material for an unidentified JOT candidate who is assigned to the [REDACTED] desk until the next JOT course begins. We gave Sally five of our basic papers including the Tradecraft and Reporting Guides.

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3. REDRAFT OF REGULATION NO. 25-6:

On C/OS's instructions and following his suggested amendments, we prepared a redraft of the OTR regulation on disposition of students' notes. Though this regulation pertains to staff students, we have been following much the same policy on agent students' notes, limiting our screening to the removal of extraneous material and charging the Desks with the responsibility for sanitization of the notes themselves.

4. DCI'S "STATIC DISPLAY":

On Friday last we conveyed to GG-04 our contributions to the display, and also delivered to [REDACTED] the material for the EEFIS display. Upon [REDACTED] return Monday we passed the ball back to him. He has indicated that if, as [REDACTED] suggested, it turns out to be desirable for OTR to have someone present to answer questions, Eva should be the one. She is standing by but has heard no more from Luke. We have about concluded that the space limitations have forced the elimination of OTR's "booth" for the hurry-up show on Thursday. We understood that more space will be available for the permanent exhibit.

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6. VISIT FROM NEW [REDACTED]

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We were happy to play hosts last Friday to [REDACTED] and to give him a brief run-down on what we are up to. We hope he will visit again soon, as we didn't have the chance to give him the 50¢ tour of the Vault.

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7. OTR'S OUTSIDE CONTACTS:

At C/OS's request I prepared for him a memorandum on OTR's liaisons with the military and other Government agencies to respond to that portion of the request made by Chief Cover Division for data on our outside contacts.

8. TRAINING MATERIALS FORWARDED:

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b. Guerrilla Warfare: One copy of the Guide and one copy of Excerpts from Published Materials on the Guerrilla on loan to Mr. [REDACTED] for his use at Headquarters; 25X1A

25X1A8b

c. Covert Action: Six items on propaganda, disruptive action and passive resistance to Miss [REDACTED] 25X1A9a
[REDACTED] for the background use of a case officer instructor [REDACTED] and six items, including a set of seven pamphlets on practical politics to Miss [REDACTED] for the use of the case officer and the trainee; 25X1A9a

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d. Glossaries: One copy of Operational Terminology with a verifax copy of [REDACTED] covering memo for the counter-insurgency glossary to Mrs. [REDACTED] C/OCI, for her use at Headquarters; one copy of Operational Terminology to Miss [REDACTED] for use in the indoctrination of a JOT at Headquarters; 25X1A8b

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f. Tradecraft: One copy of the Guide to Mr. Bill [REDACTED] RID/AN, for his use at Headquarters in preparing himself for a field assignment in [REDACTED]; one copy of the Guide to Miss [REDACTED] one copy of the Guide to Miss [REDACTED] 25X1A6a

g. Intelligence Concepts: One copy to Miss [REDACTED] 25X1A9a

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h. Reporting: One copy of The Field Officer's Guide to Mr. [REDACTED] and one copy of the Guide to Miss [REDACTED] 25X1A9a

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i. Bibliographies: One bibliography on staybehind subjects, one on espionage and one list of films on stay-behind operations to Mr. [REDACTED] for passing to a [REDACTED]

j. Case Studies: Two case studies to Mr. [REDACTED] 25X1A9a

k. An American Thesis: One copy to Miss [REDACTED] 25X1A9a

C. ADMINISTRATIVE ITEMS:

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On 12 June [REDACTED] attended the two-hour briefing on recent Agency developments given periodically by OTR for all returnees. Ed tells me that [REDACTED] gave an excellent presentation of the significant changes within the intelligence community as well as recent shifts in Agency policy, organization and personnel.

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[REDACTED] begins a four-week leave tomorrow (Thursday) to go camping (ugh!) in Colorado. We are glad to say that his recataloguing of our vault material has reached the stage where we will be able to lay our hands on any item in his absence (we hope).

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